

UTILITIES SERVICE BOARD MEETING

December 1, 2003

UTILITIES SERVICE BOARD MEETINGS ARE RECORDED ELECTRONICALLY OR STENOGRAPHICALLY AND ARE AVAILABLE DURING REGULAR BUSINESS HOURS IN THE OFFICE OF THE DIRECTOR OF UTILITIES.

Board President Swafford called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the conference room at the Dillman Road Wastewater Treatment Plant due to the recent fire at the Service Control Center.

Board members present: Tom Swafford, Sam Vaught, Patrick Murphy, Tim Henke, and ex-officio member Mayer. Staff members present: Mike Phillips, Mike Bengtson, John Langley, Margaret Dalle-Ave, Tim Mueller, Mike Hicks, Tom Staley, and City of Bloomington Risk Manager Jamie Brinegar. Also present: Mark Menefee representing Indiana University, Chris Gale representing HNTB, Donnie Ginn and Ashu Shirolkar representing Black & Veatch, Geoff McKim representing TSC, and Tim Ellis.

ROLL CALL:

4 members present.

MINUTES:

VAUGHT MOVED AND HENKE SECONDED THE MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 17, 2003, UTILITIES SERVICE BOARD MEETING AS PRESENTED. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

CLAIMS:

Board member Vaught requested information on claim no. 0331232. Utilities Director Phillips stated that he would research the information and present a report to Mr. Vaught.

VAUGHT MOVED AND HENKE SECONDED THE MOTION TO APPROVE THE CLAIMS AS FOLLOWS:

CLAIMS 0391806 THROUGH 0391951 INCLUDING \$206,003.31 FROM THE WATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$206,003.31 FROM THE WATER UTILITY; CLAIMS 0331167 THROUGH 0331232 INCLUDING \$166,539.30 FROM THE WASTEWATER OPERATIONS & MAINTENANCE FUND AND \$1,247.07 FROM THE WASTEWATER CONSTRUCTION FUND FOR A TOTAL OF \$167,786.37 FROM THE FROM THE WASTEWATER UTILITY; AND CLAIMS 0370085 THROUGH 0370090 INCLUDING \$12,417.54 FROM THE WASTEWATER/STORMWATER FUND FOR A

TOTAL OF \$12,417.54 FROM THE WASTEWATER/STORMWATER UTILITY. TOTAL CLAIMS APPROVED – \$386,207.22. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

RESOLUTION TO REQUIRE SEWER CONNECTION DUE TO FAILING SEPTIC SYSTEM:

In the absence of City Attorney Renfrow, Tim Ellis appeared representing Bill Brown. Mr. Ellis explained that the Property at Second & Adams has had numerous instances of discharge to the surface which constitutes a health hazard and that the Property is within 300 feet of a sanitary sewer main. Bill Brown, the Owner of said Property, wishes to avoid the cost of installing a sanitary sewer lateral and connecting to the sewer main since it is likely that it would be removed within one year when the development of the site occurs. The Monroe County Health Department is willing to grant the Owner one year extension from the date of this Resolution to connect the Property to the sanitary sewer main. Board members were presented with a copy of a Resolution granting the extension. (A copy of the Resolution is attached to the minutes.)

After considerable discussion among the Board members and since this presents a potential health hazard, the following motion was presented:

HENKE MOVED AND MURPHY SECONDED THE MOTION TO APPROVE AN AMENDED RESOLUTION TO GRANT THE PROPERTY OWNER A SIX MONTH PERIOD, OR AT THE EXPIRATION OF THE PURCHASE CONTRACT, WHICHEVER COMES SOONER, TO HOOK ON TO THE SANITARY SEWER. THE MOTION FURTHER PROVIDES THAT THE OWNER WOULD BE REQUIRED TO PRESENT MONTHLY INSPECTION REPORTS ON THE CONDITION OF THE SEPTIC TANK AND FIELD AND ANY NECESSARY CLEANING OF THE AREA. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

COLLECTION SERVICE CONTRACT:

This item was withdrawn from the agenda and will be presented at a future date.

RESOLUTION TO ALLOW ENCROACHMENT OF WATER SERVICE LINE:

Project Coordinator-Utility Easements Mueller presented Board members with a memo and a Resolution to facilitate encroachment by Tony Young to install underground private water service line across property as explained in Mr. Mueller's memo. (A copy of all information presented is attached to the minutes.)

HENKE MOVED AND VAUGHT SECONDED THE MOTION TO APPROVE THE RESOLUTION ALLOWING ENCROACHMENT OF WATER SERVICE LINE BY TONY YOUNG. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

RESOLUTION TO PROCESS MONROE LOW SERVICE PUMP STATION IMPROVEMENTS PROJECT WITH IDEM, SRF SECTION:

Board members were presented with a copy of a Resolution to process the Monroe Low Service Pump Station Improvements Project with IDEM, SRF Section, along with a copy of a certified bid tab sheet for this project. (A copy of each document is attached to the minutes.)

MURPHY MOVED AND HENKE SECONDED THE MOTION TO APPROVE THE RESOLUTION TO PROCESS MONROE LOW SERVICE PUMP STATION IMPROVEMENTS PROJECT. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

ENGINEERING SERVICES AGREEMENT – BLACK & VEATCH – DILLMAN WASTEWATER TREATMENT PLANT WASH WATER TANK AND CLARIFYING EQUIPMENT PAINTING:

Donnie Ginn, representing Black & Veatch, showed a PowerPoint presentation explaining the project. (A copy of the PowerPoint presentation is attached to the minutes.)

HENKE MOVED AND VAUGHT SECONDED THE MOTION TO APPROVE THE ENGINEERING SERVICES AGREEMENT – BLACK & VEATCH – DILLMAN WASTEWATER TREATMENT PLANT WASH WATER TANK AND CLARIFYING EQUIPMENT PAINTING. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

ENGINEERING SERVICES AGREEMENT – BLACK & VEATCH – MONROE WATER TREATMENT PLANT CONTROL SYSTEM CONFIGURATION AND STARTUP SERVICES:

Donnie Ginn, representing Black & Veatch, showed a PowerPoint presentation explaining the project. (A copy of the PowerPoint presentation is attached to the minutes.)

VAUGHT MOVED AND HENKE SECONDED THE MOTION TO APPROVE THE ENGINEERING SERVICES AGREEMENT – BLACK & VEATCH – MONROE WATER TREATMENT PLANT CONTROL SYSTEM CONFIGURATION AND STARTUP SERVICES. MOTION CARRIED. 4 AYES. 3 MEMBERS ABSENT (EHERENMAN, EHMAN, AND WHITE).

Jamie Brinegar –

City of Bloomington Risk Manager Brinegar informed Board members that a catastrophic fire occurred at the Utilities Department on Friday, November 28, 2003. The City of Bloomington Fire Department and the State Fire Marshal are now investigating the cause of the fire. Insurance carried will provide replacement value. Insurance adjusters have also been investigating the fire. The goal right now is that the building be used again as soon as possible.

CBU ONLINE LAUNCHED:

Geoff McKim of TSC reported that the CBU Online has now been launched and is available to the public. This will be considered a soft launch period until December 8, 2003. He urged all Board members to check out the new feature.

OLD BUSINESS:

Ex-officio Mayer stated he visited the Service Center on Friday, November 28th, and that he would like to congratulate Utilities Department staff members on the way the matter was handled.

NEW BUSINESS:

No new business was presented.

STAFF REPORTS:

Mike Phillips –

Utilities Director Phillips stated that he was very appreciative of all the staff members and their hard work during the recent fire. He particularly praised Tom Staley and his crew, Mike Hicks, Mike Bengtson, and Rick Routon and members of the ITS crew. Two Departments (Accounting and Customer Service) have been moved to the I.U. Research Park at the Showers Building. It is hoped that both Departments will be back on line by the end of the week so that continuing service can be provided for customers.

Tom Staley –

Assistant Director Staley stated that his crew had worked very hard and that he was truly proud of all of them.

ADJOURNMENT:

The meeting was adjourned at 6:31 p.m.

L. Thomas Swafford, President